

KING COUNTY COMBINED FUNDERS NOTICE OF FUNDING AVAILABILITY

2016 Combined NOFA for Homeless Housing For Families, Individuals and Young Adults

- Capital Funding for New Affordable Housing
- Operating Support, Rental Assistance & Supportive Services for New and Existing Housing



City of Seattle

Ed Murray, Mayor

Office of Housing

Steve Walker, Director



Seattle Housing Authority

Andrew Lofton, Executive Director



King County

Dow Constantine, County Executive

Department of Community and

Human Services

Adrienne Quinn, Director



King County Housing Authority

Stephen Norman, Executive Director



A Regional Coalition for Housing

**ARCHA Regional Coalition for
Housing**

Arthur Sullivan, Director



United Way of King County

United Way of King County

Jon Fine, CEO

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I. OVERVIEW

The King County Homeless Housing Funder Group is pleased to announce a combined funding round for housing with supportive services to address homelessness throughout King County. Six public funders will together allocate approximately \$72 million in funds through this NOFA.

The intent of the combined NOFA is to provide streamlined application processes, reviews and awards to expedite providers' ability to implement projects and house homeless households.

II. IMPLEMENTING THE ALL HOME STRATEGIC PLAN IN KING COUNTY

All Home King County is comprised of a coalition of non-profit organizations, governments, faith communities, homeless people, businesses, and other supporters. One of the historic priorities set by the (then CEHKC Governing Board and Interagency Council) is to improve efficiency and coordination of existing resources. This joint allocation of capital, operating support, rental assistance, and service funding for housing included in the NOFA is designed to address this goal within the context of aligned priorities. Since the previous 2015 Combined NOFA was released, All Home has adopted a new Strategic Plan that seeks to make homelessness rare, brief, and one-time. These goals serve as a local framework for the national expectations and outcomes as guided by the U.S. Department of Housing and Urban Development (HUD).

This is the twelfth countywide homeless funding effort to coordinate the application and allocation process for proposals that meet the goals set forth in the All Home Strategic Plan (2015-2019).

III. 2016 NOFA PRIORITIES

Funding priorities were established by the All Home Funder Alignment Committee (including the City of Seattle, King County, United Way of King County, A Regional Coalition for Housing (ARCH), King County and Seattle Housing Authorities, Building Changes, and suburban cities). The Funding Priorities are intended to be for three years, although public funders reserve the right to make changes as needed; a NOFA will continue to be released annually. The priorities represent a shared commitment by funders of homeless housing, regardless of whether a particular funder has resources available in the NOFA in a given year.

These priorities apply to non-time-limited housing with supportive services. See the Related Funding Opportunities section for time-limited homeless housing and other related funding opportunities. Applications reviewed under these priorities will be subject to funds available.

Principles

The 2016 Combined NOFA priorities, identified below, reflect those previously adopted by the Governing Board and outlined in the All Home Strategic Plan (2015-2019). This represents a shared commitment by funders of homeless housing, regardless of whether a particular funder has resources available in the NOFA in a given year.

- Implement projects that promote the All Home Strategic Plan.
- Build upon successful programs that are innovative and cost-effective.
- Align funding to match the needs and strengths of people experiencing homelessness.
- Distribute funds countywide to address regional and racial disparities.

- Leverage other resources.
- Promote opportunities for systems change and Housing First principles.
- Reduce screening criteria to improve access.

Priorities

The following priorities are not listed in order of preference. Veterans should be aligned with population-specific groups and access Veteran-specific resources where possible.

- Projects creating or retaining housing units for high need households, including chronically homeless, to access permanent supportive housing and permanent housing with supports.
- Existing transitional housing projects undertaking conversion to a permanent supportive housing facility**, permanent housing with supports or alternative, less costly permanent housing.
- Projects that provide a move-up strategy that assists people who have achieved stability in Permanent Supportive Housing (PSH) or permanent housing with supports to move into housing with fewer supports.
- Alternative, less costly permanent housing models (i.e. shared housing, host homes, and SROs).
- Projects that strengthen shelter resources outside the city of Seattle***.

Note: These priorities are not exclusive and additional priorities may be held by individual funders in the respective funding rounds advertised in this Combined Funder NOFA.

Capital Project Funding

For projects specifically serving the homeless population and seeking capital funding in 2016 that will require operating or services subsidies may apply in next year's Operating Support, Rental Assistance, and Services (ORS) Request for Proposals (RFP). However, please note that capital projects seeking funding from King County in 2016 that will require operating or services subsidies are required to simultaneously submit application materials for funding for the ORS RFP this year.

Due to the need to provide ongoing support to prior NOFA projects, sponsors intending to apply for ORS support must demonstrate (a) cost-effectiveness and (b) maximum leverage funds from other federal, state, and local sources. In addition, due to limits on available funding, state priorities, and the cap on King County tax credit authority, projects may take several years to secure all resources, resulting in a pipeline of projects from prior years.

Note: Capital funders provide capital funding for the production of housing for both homeless and non-homeless populations; please refer to the individual funder sections for funding availability.

Operating, Rental Assistance, and Services Project Funding

1. New capital projects previously or concurrently funded in the Combined Funder NOFA and existing capital projects funded through the Combined Funder NOFA that have expiring contracts in 2017.
2. Existing services and rental assistance projects previously funded through the Combined Funder NOFA that have awards expiring in 2017 and are aligned with the Combined Funder NOFA priorities.
3. New services and rental assistance projects that support the outlined Combined Funder NOFA priorities and principles, taking into account regional distribution.

The following key assumptions will be incorporated in this year's round:

- Applicants should not expect to receive a full five-years of funding (with exception of new capital projects);
- Projects that are able to leverage Medicaid funding for services linked to housing may be reduced in the future;
- Projects are expected to leverage all other mainstream system resources, including education/employment, healthcare, etc.;
- Projects will demonstrate Housing First practices;
- Projects will ensure culturally competent services;
- Projects will gear their program models to a value of recovery and graduation from housing units with intensive services;
- Projects will participate in Coordinated Entry for All; and,
- Projects will align with King County's Continuum of Care system-wide performance measures.

The funders in the Combined NOFA value projects and programs designed to emphasize recovery, employment connections, and a Move-Up strategy (graduation), allowing our system to continue increasing the capacity to end homelessness.

*The Funding Priorities are intended to be for 3 years, but public funders reserve the right to make changes as needed. A NOFA will continue to be released annually.

**It is noted that transitional housing may be maintained for certain homeless populations (i.e. domestic violence survivors, youth and young adults, and individuals identified through the Familiar Faces initiative).

***It should be noted that services and operating support for time-limited programs (i.e. shelter) are not eligible to apply for the ORS RFP.

Note: Individual funders administer funding sources with broader eligible uses than the priorities listed above. Applicants must consult the specific funding parameters for each participating funder, beginning on page 8. In addition, applicants may review the related funding opportunities section, beginning on page 13.

IV. APPLICATION EVALUATION FACTORS

Evaluation and scoring criteria in this section will be taken into consideration when reviewing **ALL** applications, whether they are new applications or re-applications. As in previous funding rounds, the funders will determine which fund sources are the best match for projects. The evaluation factors in this section are not listed in any rank order.

1) Organization and Project Financial Analysis

- Project financial feasibility;
- Agency capacity;
- Funding level requested is matched to client need – funders reserve the right to work through budgets with applicants to address this issue;
- Demonstrated ability to leverage other funding, with focus on clear and compelling demonstration of cost effectiveness. Budgets must show reasonable costs for all committed and proposed funding sources for the project;
- For service and operating budgets, attention will be placed on how mainstream resources such as vouchers and Medicaid are utilized.
- Funding requested should be strategic in light of other programs in which the agency participates (i.e., Shelter Plus Care).

2) Quality of Past Performance

- Contract performance;
- Project outcomes;
- Voucher utilization;
- Participation in the HMIS will be rated based on past data completeness reports, demonstrated improvements in data quality and HMIS utilization, and the evidence of a comprehensive agency oversight plan related to the agency business process for internal management of the HMIS;
- Participation in coordinated entry, as appropriate.

3) HMIS Participation

Funders are specifically interested in receiving information from applicants regarding strategies they use/will use to meet data requirements, and ensure data quality and timeliness of reporting in HMIS.

Effective January 1, 2012, fund sources for services and operating included in this RFP began using HMIS as a key data source for contract reimbursement. To ensure that funds are awarded to programs that will ultimately be able to be reimbursed under their contracts, proposers will be required to demonstrate that they can meet a minimum threshold of HMIS participation.

4) Access, Cultural Competency and Living Environment

Applications should clearly demonstrate sponsor capacity and/or program design to address the disproportionate number of persons of color who are homeless and to provide access to living environments with culturally and linguistically appropriate services, when services are a component of a project. Project sponsors are expected to demonstrate their ability to appropriately serve and engage persons for whom English is not a primary language. Projects serving young adults are expected to demonstrate their ability to appropriately serve and engage LGBTQ young people. Cultural competency will be evaluated on the following criteria:

1. Accessibility: How does the agency modify access to services (language, location, delivery style) for populations whose modes of engagement are different than the majority population? How is the agency modifying its screening criteria to be truly accessible to homeless households and to address potential disparate impact of screening criteria on communities of color and other protected classes?
2. Relevance: How does the agency identify specific culturally-based needs of populations and modify the services delivered in order to meet those needs.
3. Commitment: What process does the agency have in place to periodically review its cultural competency, including obtaining input from client and non-client culturally diverse populations.

Favorable consideration will be given to applicants that clearly demonstrate the ability to create close and effective relationships with members of cultural groups and/or communities of color that do not easily access mainstream programs because of cultural, linguistic or other barriers. Large agencies are encouraged to recognize that small, culturally focused agencies are often able to cultivate unique relationships with their clients, and are encouraged to create effective relationships with those agencies to create referral mechanisms for access to the housing opportunities created.

5) Geographic and Population Distribution

The funders desire to disperse funds to address homelessness throughout King County. Specifically, there is an intention to address regional and racial disparities. As a result, final funding decisions will consider the geographic distribution of projects and homeless population that will be served by an award.

6) Commitment to Participate in Coordinated Entry for All and Access Coordination

Projects serving the homeless population awarded funding under this NOFA will be required to participate in system coordination entry/access efforts for homeless units of housing for Families, Single Adults, and/or Youth/Young Adults. This includes projects reducing screening criteria to improve access to housing and services. Applicants must demonstrate how their programs comply with this requirement.

7) Commitment towards Recovery and a Move-Up Strategy

- Recovery oriented programming that helps each client to develop or re-develop a support network, to attain the highest level of functioning possible for that person, and to have the opportunity to move towards employment, become employed or increase employment opportunities, and become more self-reliant. Applicants should show how they work with all clients towards these goals, and help them to make connections and access benefits and services for which they are eligible through mainstream systems, including, but not limited to mental health and drug treatment, public health, TANF, food stamps, rehabilitation and employment programs;
- The incorporation of a move-up (graduation) strategy for individuals who no longer need intensive services.

V. PARTICIPATING FUNDERS

Information specific to each funder is outlined below:

COMBINED OPERATING SUPPORT, RENTAL ASSISTANCE AND SUPPORTIVE SERVICES (ORS) FUNDING

Funds will be made available through an RFP by the following funders:

**KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN SERVICES;
CITY OF SEATTLE OFFICE OF HOUSING; SEATTLE HOUSING
AUTHORITY; KING COUNTY HOUSING AUTHORITY;
UNITED WAY OF KING COUNTY**

Request for Proposals Release: August 18, 2016

Applications Due: September 27, 2016

Funding Available: *Please note that all funds under this offering will be made available through a coordinated Request for Proposals (RFP) process. The funders will determine the specific sources at the time of award.*

1. KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN

SERVICES: An amount of approximately \$10.3 million from the King County Housing and Community Development (HCD) Program will be allocated for multi-year commitments of up to five years. Projects must show consistency with applicable plans: Mental Illness Drug Dependency (MIDD) Implementation Plan, the Veterans and Human Services Levy Service (V-HS Levy) Improvement Plan, and the All Home Strategic Plan and population-specific implementation plans.

Sources include:

- Homeless Housing Act Document Recording Fee Collections (up to approximately \$6.9 million, depending on actual revenues collected);
- Veterans and Human Services Levy (approximately \$1.7 million, with approximately \$720,000 specifically for projects serving veterans and their families);
- Mental Illness Drug Dependency Sales Tax Collections (approximately \$1.7 million)
MIDD funds will be awarded for projects serving persons with mental illness and/or chemical dependency who are either currently enrolled in or who are eligible for treatment services in the publicly funded treatment systems administered by the Mental Health Chemical Abuse and Dependency Services Division. These NOFA funds will pay for non- treatment services to support clients' maintenance of permanent housing.

Contact: Anna Strahan-King County / Combined Operating, Rental Assistance and Services RFP Lead,
(206) 263-9239; anna.strahan@kingcounty.gov

- 2. CITY OF SEATTLE OFFICE OF HOUSING:** The 2009 Seattle Housing Levy includes the Operating & Maintenance (O&M) program with a 7-year goal and \$14 million to support at least 220 new units for 20 years. Based on previous O & M awards, the Seattle Office of Housing has enough remaining capacity in the 2009 O & M program to support 13 new units. Funding is specifically for units with households earning <30% AMI in rental projects funded with 2009 Seattle Housing Levy capital funds. The program provides funding to fill the gap between project income and eligible operating and enhanced property management costs, with a maximum subsidy of \$2,500 per unit per year. Subsidy awards have a maximum contract term of 20 years, subject to available funding and annual project reviews.

Contact: Dan Foley - OH, (206) 684-0585; dan.foley@seattle.gov

- 3. SEATTLE HOUSING AUTHORITY (SHA):** SHA will make available up to 151 Project-based Vouchers for projects that will make long-term commitments to serve households with incomes below 30 percent of area median, with priority for projects that provide supportive services to residents who need assistance to maintain a stable residence and satisfactory quality of life, especially those who are highly vulnerable. The approximate 5-year value of these vouchers is \$6.75 million. Vouchers are restricted to projects funded with capital funds by the City of Seattle from the 2009 Seattle Housing Levy.

20 Seattle Housing Authority vouchers will be dedicated to individuals who are being served in the Familiar Faces Intensive Care Management Team. Direct services for individuals enrolled in this program are provided by a coalition between Evergreen Treatment Services REACH program and Harborview Behavioral Health. This is one program serving individuals who are cycling through our local jails, known as [Familiar Faces](#), who have behavioral health conditions and often experience homelessness.

If SHA receives a future award of Veterans Affairs Supportive Housing (VASH) Vouchers, projects applying for rental assistance through this NOFA could be considered for VASH project based vouchers in lieu of other rental subsidy. VASH vouchers are not restricted to projects funded with capital funds by the City of Seattle.

Contact: Cynthia West Setel/ Jodi Speer- Seattle Housing Authority, (206) 239-1616; cynthia.setel@seattlehousing.org ; or (206) 239-1620; jodell.speer@seattlehousing.org

- 4. KING COUNTY HOUSING AUTHORITY (KCHA):** KCHA will make available up to 46 vouchers for projects making long-term commitments to serve homeless households with incomes below 30 percent of area median. Vouchers will be for projects that provide supportive services to highly vulnerable residents who need assistance to maintain a stable residence and satisfactory quality of life. The approximate 5-year value of these vouchers is \$2.3 million. Vouchers are restricted to projects funded with capital funds through King County Department of Community and Human Services Housing Finance Program.

Bidders should note that in the case of new construction or substantial rehabilitation projects that request an award of vouchers prior to construction and are then subsequently recommended to receive nine or more Project-based Assistance vouchers (whether or not completed in stages), the Owner and the Owner's contractors and subcontractors must adhere to Davis Bacon Wage requirements as required per 24 CFR 983. The Owner and the Owner's contractors and subcontractors must comply with

the Contract Work Hours and Safety Standards Act, Department of Labor regulations in 29 CFR part 5, and other applicable Federal labor relation's laws and regulations. KCHA will perform wage rate monitoring throughout the development of the project. Proposal budgets should reflect wage requirements accordingly.

If KCHA receives a future award of Veterans Affairs Supportive Housing (VASH) vouchers, KCHA reserves the right to provide VASH project-based assistance in lieu of other rental subsidy previously awarded. VASH vouchers are not restricted to projects awarded capital funds.

Contact: Kristy Johnson- King County Housing Authority, (206) 574-1357; kristyj@kcha.org

5. UNITED WAY OF KING COUNTY: Up to \$2 million of funding will be allocated over two years (up to \$1 million annually) for services for chronically homeless single adults. Funding is available for Operating Support, Rental Assistance and Services (ORS). Funded providers will be required to participate in in the Homeless Management Information System (HMIS).

We are especially interested in supporting:

- Alternative, less costly permanent housing models (i.e. shared housing, host homes, aging in place solutions and single room occupancy).
- Existing/new services and rental assistance projects

Contact: Wayne Wilson- United Way of King County, (206) 461-5001; wwilson@uwkc.org

WORKSHOP - COMBINED ORS APPLICATION

Funders will hold an application workshop(s) for the Combined ORS application in **September 2016 (location, date, and time to be announced in the RFP)** for the organizations interested this application.

How to Access the ORS Application: <http://www.kingcounty.gov/operations/procurement>

A REGIONAL COALITION FOR HOUSING (ARCH) CAPITAL FUNDS

NOFA Release: July 14, 2016 (Tentative)
Applications Due: September 8, 2016 (Tentative)

Funding Available:

Approximately \$1.5 million is available for affordable housing projects that meet any local priority, one of which is housing serving the homeless (See ARCH website for more details on local priorities). The local priorities are long term goals and in any given round a higher or lower percentage may be spent for any local priority, including homelessness. In addition, in a partnership with the King County Housing Authority, ARCH has been able to allocate Section 8 vouchers through its application process. These vouchers can be used for a variety of different purposes, with some emphasis being on serving homeless households and larger families (2 bedroom or larger) units. Another objective is for the vouchers to help leverage an overall increase in affordable housing available in East King County. More detailed information regarding the Section 8 vouchers is located in the Trust Fund section of the ARCH website.

Applications are taken for projects located in East King County cities and unincorporated areas within the Urban Growth Line (does not currently include Snoqualmie Valley area). See ARCH website (<http://www.archhousing.org>) for a list of member cities.

Refer to ARCH application and funding guidelines at <http://www.archhousing.org/developers/htf-application-form.html>

Contact: Klaas Nijhuis- (425) 861-3677; knijhuis@bellevuewa.gov

KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN SERVICES - HOUSING AND COMMUNITY DEVELOPMENT HOUSING FINANCE PROGRAM (HFP)

CAPITAL FUNDS

HFP Request for Proposals release: July 21, 2016 (tentative)

Applications due: September 15, 2016

Funding Available:

Approximately \$9.1 million in capital funds will be available for affordable housing projects, including new 9% tax-credit projects. Capital funds will be prioritized for the production of housing for extremely low-income homeless with household incomes at or below 30% of the Area Median Income (AMI). Once funds have been allocated to projects serving the priority population described above other projects will be considered, subject to the availability of funding. This amount includes the following sources:

- Veterans and Human Services Levy – VHS Levy may be used for housing projects that that will serve homeless households through a housing first (low barrier) approach, including homeless households (veterans and others) with a low to moderate need for services in permanent housing; chronically homeless households (veterans and others) with intensive service needs; households at risk of homelessness. The total available is approximately \$2.8million from the Levy, comprising approximately \$1.6 million in Veterans Levy funds and \$1.2 million in Human Services Levy funds.
- Homeless Housing Act Document Recording Fee Surcharge for Homeless Housing (2331) – These funds may be used for housing projects that that will serve homeless households through a housing first (low barrier) approach including homeless households with a low to moderate need for services in permanent housing; chronically homeless households with intensive service needs; and households at risk of homelessness. Approximately \$833,000 in 2331 funds will be available.
- HOME Program funds– These funds may be used for housing projects that will serve low, very low, and extremely low income households, including homeless households with various levels of service needs. Approximately \$2.9 million in HOME Program funds will be available.
- Regional Affordable Housing Program (RAHP) – These funds may be used for housing projects that will serve households with incomes at or below 50 percent of AMI, including homeless households with various levels of service needs. Approximately \$1.4 million in RAHP funds will be available.
- Mental Illness and Drug Dependency (MIDD I) – These funds may be used for housing projects that will serve extremely low households with mental illness and/or substance abuse issues. Approximately \$1 million in MIDD I funds will be available.

Please Note – Subject to funding availability, 1) Approximately \$10 million of Transit Oriented Development funds (TOD) will also be made available for agency proposed TOD projects located within ½ mile of a high transit station serving households with incomes between 30% and 80% of the area median income and 2) Approximately, \$5 million of funding through the Behavioral Health and Recovery Division may be made available for the construction of housing units specifically for households with chronic mental illness and/or drug dependency issues. More information about this funding will be included in the HFP Request for Proposals.

How to access the HFP application: Please note that the King County Department of Community and Human Services, including all programs of the Housing and Community Development Program, is now collecting

application documents through the King County Procurement and Contract Services Section. The application materials will be essentially the same as in previous years (other than standard updates) but the application and other essential information will be available on the Procurement website, with completed applications to be submitted to the Procurement office. As stated previously any projects seeking capital funding that will require operating, rental or services subsidies will also need to submit application materials for ORS funding simultaneously, to be detailed in HFP application materials. We will post more information about this process on the HFP website when the HFP RFP is released. The Procurement website is:
<http://www.kingcounty.gov/operations/procurement>

Contact: Jackie Moynahan- King County, (206) 477-7524; Jackie.moynahan@kingcounty.gov

KING COUNTY HOUSING AUTHORITY (KCHA): KCHA will make available up to 46 vouchers for projects making long-term commitments to serve homeless households with incomes below 30 percent of area median. Vouchers will be for projects that provide supportive services to highly vulnerable residents who need assistance to maintain a stable residence and satisfactory quality of life. The approximate 5-year value of these vouchers is \$2.3 million. Vouchers are restricted to projects funded with capital funds through King County Department of Community and Human Services Housing Finance Program.

Bidders should note that in the case of new construction or substantial rehabilitation projects that request an award of vouchers prior to construction and are then subsequently recommended to receive nine or more Project-based Assistance vouchers (whether or not completed in stages), the Owner and the Owner's contractors and subcontractors must adhere to Davis Bacon Wage requirements as required per 24 CFR 983. The Owner and the Owner's contractors and subcontractors must comply with the Contract Work Hours and Safety Standards Act, Department of Labor regulations in 29 CFR part 5, and other applicable Federal labor relation's laws and regulations. KCHA will perform wage rate monitoring throughout the development of the project. Proposal budgets should reflect wage requirements accordingly.

If KCHA receives a future award of Veterans Affairs Supportive Housing (VASH) vouchers, KCHA reserves the right to provide VASH project-based assistance in lieu of other rental subsidy previously awarded. VASH vouchers are not restricted to projects awarded capital funds.

Contact: Kristy Johnson- King County Housing Authority, (206) 574-1357; kristyj@kcha.org

CITY OF SEATTLE OFFICE OF HOUSING (OH)
CAPITAL FUNDS

OH NOFA Estimated Release Date: June 30, 2016
Applications Due: September 13, 2016

Funding Available:

Approximately \$34 million in capital funds, including 2009 Housing Levy funds, HOME and CDBG funds, and Bonus funds, is available for the acquisition, rehabilitation and new construction of affordable rental housing in the city of Seattle. See the Seattle Office of Housing NOFA announcement for further information on funding availability and competitive criteria.

How to Access the Application: <http://www.seattle.gov/housing/development/MultifamilyNOFA.htm>

Contact: Laurie Olson- OH, (206) 615-0995; laurie.olson@seattle.gov

VI. RELATED FUNDING OPPORTUNITIES

1. HUD CONTINUUM OF CARE PROGRAM FUNDING

(formerly known as “McKinney Homeless Assistance Funds”)

HUD Continuum of Care (CoC) Program funding is intended to help homeless households: (1) increase their housing stability; (2) increase their skills and/or income; and (3) obtain greater self-sufficiency. Locally, more than 70 projects are currently funded with CoC Program dollars. A single consolidated application covering all of King County is submitted to the U.S. Department of Housing and Urban Development (HUD) each year at a time determined by HUD. The exact date of the competition varies from year to year. This year’s application deadline is in September 2016.

At the national level, there is a highly-competitive opportunity for “new” funding through the 2016 process. The HUD NOFA includes a bonus opportunity for permanent supportive housing for chronically homeless persons or rapid rehousing for households on the streets or in emergency shelter. It is likely that a number of new projects will come through reallocation of funding from existing CoC Program funded projects, as well as the bonus opportunity. Permanent Supportive Housing for Chronically Homeless households and Rapid Rehousing are the only allowable housing types for new projects.

Because of HUD's requirements for timely expenditure of funds, CoC Program dollars need to be among the last dollars into a project. Projects funded through this and previous combined funding rounds, as well as projects that are already substantially funded through other sources, will be best positioned for this funding.

Contact: City of Seattle- Eileen Denham, (206) 684-0915; eileen.denham@seattle.gov
King County- Kate Speltz, (206) 263-9084; kate.speltz@kingcounty.gov

2. HOUSING LOCATION RFP

King County, City of Seattle and United Way of King County- Housing Location Funding

Since 2009, King County, City of Seattle and United Way of King County have invested in efforts to engage with landlords across King County to increase access to market rate housing for homeless individuals and families with barriers to permanent housing. In the intervening period, over 3,000 households have been placed in permanent housing, and relationships/partnerships with over 200 landlords representing 412 properties have been established. Landlords are offered a variety of incentives and supports when agreeing to reduce screening criteria for homeless households, including crisis response, risk mitigation assistance, and support services to tenants participating in housing programs.

Learning from this successful effort to date, an increasingly expensive and tightening rental market, and emerging models provide an opportunity to renew and expand regional housing location efforts. In particular, these models utilize individuals with specialization and expertise in real estate, property management and/or housing management to engage landlords to increase the stock of housing available to homeless households. These individuals also understand the barriers to stable housing homeless households face, government housing programs and regulations, and landlord tenant law.

In August, a Request For Proposals (RFP) jointly funded by King County, City of Seattle and United Way of King County will be released for a single entity to provide county wide housing location services for households with significant barriers to permanent housing. Approximately \$800K will be available to support this effort. The selected entity will employ specialized staff to engage and recruit landlords and property management companies large and small, negotiate reduced screening criteria, provide as needed education and assistance to landlords on fair housing and tenant rights, and maintain available units in King County's Homeless Management Information System (HMIS). Services are anticipated to begin January 2017.

Contact: King County- Scott Mingus, (206) 263-9082; scott.mingus@kingcounty.gov

3. TIME-LIMITED HOUSING FUNDING

King County is combining into one application process a number of fund sources to support emergency shelter, rapid re-housing and facility-based transitional housing programs serving households experiencing homelessness. Populations include homeless youth/young adults, single adults, households with children, and households fleeing domestic violence. Approximately \$4.6 million in funding is available annually.

To be considered for funding, projects must be prepared to meet the following requirements:

- Participate in the Homeless Management Information System (HMIS);
- Adhere to a Housing First practice in serving households experiencing homelessness.
- Align with screening requirements
- Participate in and accept all new program participants through the Coordinated Entry for All referral process, as required.

These resources are intended to further strengthen alignment with broader countywide efforts and initiatives to make homelessness rare, brief and one-time. To that end, programs will be prioritized based on:

- Demonstrated success on the CoC System Performance Metrics;
- Willingness to serve high needs households; and
- Programs that demonstrate fair and just practices

We expect the application to be released in July 2016.

Contact: King County- Linda Greenway, (206) 263-4021; linda.greenway@kingcounty.gov

4. BEST START FOR KIDS YOUTH AND FAMILY HOMELESS PREVENTION RFP

The Best Starts for Kids (BSK) Levy includes up to \$19 million (over six years) for a Youth and Family Homelessness Prevention Initiative (YFHPI) that is intended to "prevent and divert children and youth and their families from becoming homeless", therefore reducing the number of youth and families that experience homelessness for the first time. The YFHPI is based on a highly successful pilot program, the Washington State Coalition Against Domestic Violence Housing First Initiative.

Drawing from the Domestic Violence Housing First Initiative, the YFHPI model has a strong client-centered focus, including progressive engagement case management coupled with flexible financial assistance that is intended to address the immediate issue that is placing the family or youth at imminent risk of homelessness while building trust with the client. Key components include:

- Client-centered interventions
- Progressive engagement approach to case management
- Flexible funding to prevent homelessness
- Targeting approach to address the root causes of homelessness among youth and families

King County Department of Community and Human Services (DCHS) is making available approximately \$2.8M, depending on available resources, to further efforts to prevent youth and family homelessness in King County and implement the YFHPI model. Specifically, DCHS will make \$100,000 funding awards to agencies providing client-centered case management and flexible funds for youth and families at imminent risk of homeless. Any expenditure that will prevent someone from becoming homeless will be an eligible use of funds. We expect the application to be released in July 2016.

Contact: King County- Hedda McLendon (206) 263-8965; hedda.mclendon@kingcounty.gov

Appendix 1: Key to New Available Resources

	<i>Capital to Develop New Housing</i>	<i>Rental Assistance</i>	<i>Operating Support</i>	<i>Supportive Services</i>	<i>Section 8 Vouchers and/or VASH Vouchers</i>
City of Seattle – Office of Housing	X		X		
King County DCHS/CSD/HCD, Housing Finance Program	X		X	X	
A Regional Coalition for Housing (ARCH)	X				X
King County DCHS/CSD/ HCD, Homeless Housing Program		X	X	X	
King County Housing Authority					X
Seattle Housing Authority					X

Appendix 2: Funder Application Information

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
Operating, Rental Assistance and Services Funding	King County – including Seattle	<input type="checkbox"/> King County DCHS/CSD/HCD Homeless Housing and Services Funds – Document Recording Fees, MIDD, V-HS Levy <input type="checkbox"/> King County Housing Authority (Supportive Housing Vouchers)	Common Application for Operating Support, Rental Assistance and Supportive Services (ORS) Application location: http://www.kingcounty.gov/operations/procurement	Details for the application submittal will be outlined in the ORS RFP Guidelines.	Sealed proposals are hereby solicited and will only be received by: King County Procurement Services Section Chinook Building, 3rd Floor 401 Fifth Avenue Seattle, WA 98104 Office Hours: 8:00 a.m. – 5:00 p.m. HCD Program Contact: Anna Strahan; (206) 263-9239, Anna.Strahan@kingcounty.gov Please note that once the application is released, only procurement staff may respond to application inquiries.
	Seattle	<input type="checkbox"/> Seattle Housing Authority (Supportive Housing Vouchers) <input type="checkbox"/> City of Seattle Office of Housing O & M			

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
Capital Funding	Seattle	<input type="checkbox"/> City of Seattle Office of Housing Capital \$\$	1. Common Application 2. HTF Supplemental 3. Seattle Supplemental (2015) Application location: http://www.seattle.gov/housing/development/MultifamilyNOFA.htm	1 original and 1 CD that includes the complete set of Common Application, State Supplemental, and Seattle Supplemental questions in Word, Budget Workbook Forms in Excel and all attachments in pdf.	Attn: Laurie Olson Seattle Office of Housing 700 Fifth Ave, 57 th floor Seattle, WA 98104 Laurie.Olson@seattle.gov
	King County – including Seattle	<input type="checkbox"/> King County HOME Program Capital; RAHP (2060), V-HS Levy Capital, and 2331 Doc Recording Fee Note: KC HOME funds are only available for projects outside Seattle <input type="checkbox"/> King County Operating Support, Rental Assistance, and Supportive Services funding, as eligible. <input type="checkbox"/> King County Housing Authority (outside of the cities of Seattle and Renton) (Supportive Housing Vouchers)	1. Common Application 2. Housing Finance Program Supplemental Questionnaire Application location: http://www.kingcounty.gov/operations/procurement	1 signed original, 1 photocopy of the original with <u>all</u> attachments; and 1 electronic copy via USB flash drive or CD that includes the complete set of Common Application, Housing Finance Program Supplemental questions in Word, Budget Workbook Forms in Excel and <u>all</u> attachments in pdf form.	Sealed proposals are solicited and will be received only by: King County Procurement and Contract Services Section Chinook Building, 3rd Floor 401 Fifth Avenue Seattle, WA 98104 Office Hours: 8:00 a.m. – 5:00 p.m. HFP Contact: Jackie Moynahan; (206)-477-7524 jackie.moynahan@kingcounty.gov Please note that once the application is released, only procurement staff may respond to application inquiries.

	East King County – outside Seattle	<input type="checkbox"/> A Regional Coalition for Housing (ARCH) Capital \$\$	<ol style="list-style-type: none"> 1. Common Application 2. Commerce and King County Supplemental Applications (submit these only if also applying to those sources) <p>Application location: http://www.archhousing.org/HTF/ </p>	<p>1 original and 1 CD or thumb drive that includes a complete copy of the Common Application and any Supplemental Applications if applying to other sources– No PDF's of the Common Application Forms please, however attachments may be PDF's.</p>	<p>Attn: Klaas Nijhuis ARCH 16225 N.E. 87th St, Suite A-3 Redmond, WA 98052 knijhuis@bellevuewa.gov </p>
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Appendix 3: Homeless Housing Definitions

A range of housing models and strategies are needed to address the diverse needs of homeless people. While true, it is recognized that a common set of standardized definitions are required in order to promote a shared understanding of key terms. It is expected that funding applicants adhere to the housing definitions here and be clear about the population they plan to serve, the housing model they will use, and how services will fit the needs of the project participants. ***Please note that these definitions are subject to change over time.***

Housing Types

a. Non-time limited or Permanent Housing

Independent community-based housing that has no time-limit on tenancy or specific service requirement as a condition of tenancy, although services may be provided, depending on residents served. Residents hold rental agreements and can stay in the housing for as long as they choose and as long as they are eligible and in compliance with their rental agreement or lease. Note: Non-time limited Housing is also referred to in many of these definitions as “permanent housing”. The use of the word “permanent” does not imply an expectation or requirement that the tenant will stay in the unit indefinitely. “Permanent” means only that the housing is not artificially time-limited.

- i. **Affordable Housing.** Non-time limited housing that is available to households with incomes less than 30%, 50% or 80% of area median income (AMI), also sometimes known as workforce housing. Housing projects may receive tax credits or other incentives in exchange for agreeing to set aside a certain number of units in the development for households with total incomes less than a particular percentage of AMI. Households must meet income requirements to be eligible for the units. Affordable housing may or may not have a rental subsidy.
- ii. **Permanent Housing with Supports (i.e. other permanent housing).** Permanent housing for homeless households with a high to medium level of service needs. Services are needed in order for the homeless household to maintain housing stability and services are individualized and targeted based on the housing stability plan. Programs and services may be available on or off-site and the tenant holds a rental agreement.
- iii. **Permanent Supportive Housing.** Permanent housing for a household that is homeless on entry, and has a condition or disability, such as mental illness, substance abuse, chronic health issues, or other conditions that create multiple and serious ongoing barriers to housing stability. Households have a long-term high level of service needs in order to meet the obligations of tenancy and maintain their housing. Tenant holds a rental agreement or lease and may continue tenancy as long as rent is paid and the tenant complies with the rental agreement or lease. Tenants have access to a flexible array of comprehensive services, mostly on site, such as medical and wellness, mental health, substance abuse, vocational/employment, and life skills. Services are available

and encouraged but are not to be required as a condition of tenancy. There is ongoing communication and coordination between supportive service providers, property owners or managers, and/or housing subsidy programs. Permanent Supportive Housing may be facility-based or with scattered-site.

- iv. **Subsidized Housing.** Non-time limited housing that is supported by a rental subsidy. Generally, the tenant pays a portion of their monthly income towards rent and utilities, and the other portion of the rent is paid by the subsidy, up to a defined reasonable amount.

b. Time-limited Housing Programs

- i. **Emergency Shelter.** Emergency Shelter is defined as temporary shelter from the elements and unsafe streets for homeless individuals and families. Shelter programs are either fixed capacity (facility-based) or flexible capacity (for example, hotel/motel vouchers). Emergency shelters typically address the basic health, food, clothing, and personal hygiene needs of the households that they serve and provide information and referrals about supportive services and housing. Emergency Shelters are indoors, and range from mats on the floor in a common space to beds in individual units. Some shelters are overnight only, while others operate 24/7.
- ii. **Rapid Re-Housing (RRH).** RRH is a short to medium-term intervention for households experiencing homelessness. Housing-focused case management is provided, with an emphasis on immediate efforts to address housing attainment, utilizing the minimum assistance needed to resolve each household's immediate housing crisis. Once a household moves into permanent housing, short-term rental assistance may be provided, utilizing a progressive engagement approach to provide the appropriate level of assistance. Frequent re-assessment will be used to establish continued eligibility and amount of continued rental subsidy. The services are time-limited and the household does not have to leave the housing when services end. RRH staff work with each household to identify and refer households to other resources in the community (mainstream services, benefit services, food assistance programs, childcare resources, etc.) to support on-going household and housing stability.
- iii. **Transitional Housing.** A time-limited intervention intended to provide assistance to households who need more intensive or deeper levels of support services to attain permanent housing. Emphasis is still placed on rapid exit to permanent housing, but lengths of stay are flexible and tailored to the unique needs of each household. Services continue to emphasize housing attainment through a housing-focused assessment and housing stability planning, which includes working with each household to identify resources in the community, to make referrals as needed, and to support on-going family and housing stability. All services are person-centered and tailored to the

individual needs of each household. Transitional housing comes in a variety of facility-types, from congregate-style living to scattered site apartments.

Supportive Services

Supportive services include a wide range of direct client services and assistance to people throughout the homeless housing continuum. Services may include such things as outreach and engagement, case management, information and referral, treatment, healthcare, employment, and housing search and stabilization.

- a. **Assessment and Re-assessment:** Assessment and re-assessment of each household's housing needs are used to facilitate planning with the goal of obtaining or maintaining housing stability. Assessments and re-assessments are also used to establish continued eligibility and amount of continued service and subsidy based on the program model.
- b. **Basic Services.** Limited services to help someone connect to needed community resources; information and referral. Services might also include limited financial assistance like bus tickets, food, and utility assistance.
- c. **Behavioral Health:** is a term that covers the full range of mental and emotional well-being – from day-to-day challenges of life, to the treatment of mental illnesses, substance use disorders and other addictive behaviors.
- d. **Case Management - Comprehensive.** Individually-tailored services to address barriers to housing stability that are provided in a client's home, an office, or other location as described in a mutually agreed-upon plan of action. Case Management Services may include, but are not limited to: client engagement, linkages to housing and housing advocacy, building relationships with landlords, assisting clients with housing applications, assessment of client strengths and obstacles, safety planning and assessment, individualized goal planning, linkages with community supports including behavioral health services, care coordination with other service providers, life skills-building, assistance applying for public benefits, connections with employment and training opportunities, job coaching, assistance with social support and enhancing social networks, assistance documenting eligibility for housing subsidy (including services to individuals who may not in the end be admitted to the program), documentation of client progress in case notes and database, and a variety of other supports.
- e. **Case Management – Housing Focused.** Housing focused case management focuses on immediate efforts to address housing attainment, utilizing the minimum assistance needed to address each household's immediate housing crisis. Staff works with each household to identify and refer households to other resources in the community (mainstream services, benefit services, food assistance programs, childcare resources, etc.) to support on-going housing stability. Services are generally light-touch, housing-focused and person-centered; but can be increased through progressive engagement if more services are necessary to address individual need.

- f. Culturally Competent Services.** Cultural competency within an organization and the services that it provides includes a defined set of values and principles, and demonstrated behaviors, attitudes, policies and structures that enable the organization to work effectively in cross-cultural situations. The three following components must exist:
1. Accessibility: the agency evaluates and modifies the way in which its services are accessible (language, location, delivery style) to populations whose modes of engagement are different from the majority population.
 2. Relevance: the agency identifies specific culturally-based needs of populations and modifies the services delivered in order to meet those needs, including acquiring and institutionalizing cultural knowledge.
 3. Commitment: the agency periodically conducts a self-assessment and reviews its cultural competency, including obtaining input from client and non-client culturally diverse populations and key stakeholders and uses this feedback in policy making, agency administration, and service delivery.
- g. Enhanced Property Management/ Front Desk Enhancement.** Property management activities that are included in order to make the housing program effective for a special population. An example is the additional staffing required to operate a 24-hour front desk, a feature that is not necessary in a conventional apartment building but may be required to ensure tenant safety in a building serving chronically homeless individuals disabled by mental illness or chemical addiction.
- h. Employment Services.** Services that help link clients to employment opportunities in the community through skill building, job training, job readiness classes, assistance with resume writing, employment search, supported employment, and direct connections and referrals to jobs and/ or job programs.
- i. Fair and Just Practices.** Agency policies, practices, attitudes, services, and systems that promote fairness and opportunity for all people, particularly marginalized communities, including people of color, low-income communities, people with limited English proficiency, immigrants and refugees, individuals with disabilities and LGBTQ individuals. This includes programs that engage all communities in a manner that fosters trust among people and supports efforts to develop solutions on individual, organizational and community levels.
- j. Health Care Services.** Medical and health related services that may include health screening, health education and illness prevention, testing, and treatment.
- k. Housing Location.** Activities related to engaging with and recruiting landlords, property management companies and housing developers to increase access to permanent housing for homeless and other vulnerable individuals and families. A variety of incentives and supports are

available to participating landlords and property managers who agree to reduce screening criteria for households with barriers to permanent housing.

- l. Housing Navigation.** Assistance during the process of securing housing from housing referral to “lease up”. Activities include assisting in documentation gathering, meeting transportation needs and addressing any challenges that may arise in the housing process at the time of referral.
- m. Housing Stability Plan - Comprehensive.** A plan created with the program participant(s), as part of the housing support services, to address a variety of issues related to a household’s ability to maintain and improve their housing situation. The plan defines the services requested by the household, how these services will be delivered, and how progress is measured. It can include strategies for addressing basic and clinical care needs, developing positive social support networks, and assessing needs and gaps in current supportive services.
- n. Housing Stability Plan - Housing Focused.** An individualized housing and service plan that is housing-focused and client-driven. Housing stability plans are individualized based on housing needs as identified by each household, and are used to facilitate housing focused case management with the goal of obtaining or maintaining housing stability. Services should be voluntary and build on the strengths and resources of each household, respecting their autonomy.
- o. Linkage Services.** Provide clients with contact information and referrals to housing and needed services and resources in the community. The responsibility for following up on these referrals typically lies with the client, unless they are unable to on their own.
- p. Outreach Services.** Engagement with people who are not currently connected to community resources. Outreach services specifically target populations and/or geographic areas in order to identify and connect people to services and/or housing.
- q. Resident Services.** Property-based services that coordinate on-site activities and primarily provide information and referral to assist households in accessing services offered by third-party providers. Resident services promote personal and community asset building, such as After-school programs; Employment programs; Adult Education programs; Child Care; Community Safety, and Resident Leadership and may be available through referral and/or on site with at least one staff to coordinate and deliver services. Classes and activities based on residents’ needs may be offered on site. Activities and services may include such things as after-school youth recreation and tutoring, ESL, parenting, nutrition and financial literacy classes, employment services, adult education and community building and engagement and eviction prevention.
- r. Treatment Services.** Therapeutic health, mental health, or substance abuse services that are provided by a licensed person/agency to a client. Services are geared towards the individual needs of the client and may be provided in housing, a treatment facility, or in a community health/mental health care setting.

Financial Assistance

Expenses paid by an agency on behalf of a client to cover such costs as move-in assistance, household items, application fees, emergency or short-term rent-assistance and other emergent needs (housing related debt/arrears, etc.).

Capital for Housing

Funding pays for the costs to develop housing. These costs may include construction, rehabilitation, acquisition and other associated development costs, such as capitalized reserves.

Operating Support

Assistance provided to a housing provider to pay the costs to run and operate housing that is affordable to households with very low incomes.

Rental Assistance/Housing Choice Vouchers

Subsidy paid to a Landlord on behalf of a specific tenant to pay for a portion of the tenant's rent. Generally, the tenant pays 30% of their monthly income toward rent and utilities, and the subsidy provider pays the remainder up to a reasonable amount. If the client has zero income, rental assistance may pay the entire rent amount to the landlord.

- a. **Tenant-based Housing Choice Voucher Set-asides or Agency-based Vouchers.** The Housing Authority signs a referral agreement with a service provider/agency. The agency may refer a specific number of applicants to the housing authority for whom the agency will provide services. The applicants receive tenant-based Housing Choice Vouchers and select where they choose to live in the private market. The Housing Authority then signs a Housing Assistance Payment (HAP) contract with the private owner, but only for the duration that the voucher holder is in residence.
- b. **Project-based Assistance.** The Housing Authority contracts with a housing owner. The subsidy is directly attached to a specific number of units in the owner's development. The term is typically fifteen years with five year renewals up to a maximum contract term of 40 years. The owner is required to have an MOU with a service provider and to ensure that tenants are provided the services they need.
- c. **Sponsor-based Assistance.** Under this model the Housing Authority contracts directly with a service provider. The service provider master leases units from one or more housing owners. The provider subleases these units to tenants and provides them with services. The Housing Authority funds the provider for the difference between the master lease rent and the tenant rent. This model provides the equivalent rental assistance to the Section 8 voucher program, but does so under the housing authority's "Moving to Work" authority.

Populations

- a. **Chronically Homeless - HUD Definition.** Chronically homeless as defined by HUD, and reflected in (24 CFR 578.3), is an unaccompanied homeless individual or adult in a family household with a disabling condition who has either been continuously homeless for a year or more OR an unaccompanied homeless individual who has had at least four (4) episodes of homelessness in the past three (3) years. A disabling condition is defined as: (1) A disability as defined in section 223 of the Social Security Act; (2) a physical, mental, or emotional impairment which is expected to be of long-continued and indefinite duration, substantially impedes an individual's ability to live independently, and of such a nature that the disability could be improved by more suitable conditions; (3) a developmental disability as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act; (4) the disease of acquired immunodeficiency syndrome or any conditions arising from the etiological agency for acquired immunodeficiency syndrome; or (5) a diagnosable substance abuse disorder. The term "homeless" in this case means a person sleeping in a place not meant for human habitation (for example, living on the

streets), in an emergency homeless shelter, or in a Safe Haven as defined by HUD. A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in this definition, including a family whose composition has fluctuated while the head of household has been homeless, is also considered chronically homeless.

Permanent Supportive Housing for Chronically Homeless is PSH (as defined in paragraph 3.2.3 above) that serves individuals or households with an adult head of household that meet the definition of chronically homeless from 24 CFR 578.3, as follows:

- (i) A homeless individual with a disability; who:
- (ii) Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- (iii) Has been homeless and living as described in paragraph (ii) of this definition continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (ii). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living as described in paragraph (ii) immediately before entering the institutional care facility.

- b. High Needs Household:** Households are considered high needs if they have a high need for intensive therapeutic support and access to behavioral health supports in order to obtain and remain in housing. High needs households are prioritized based on the Coordinated Entry for All triage tool as CEA Band: High (3).
- c. High-Utilizer.** Those persons diagnosed with mental illness and/or chemical dependency who are frequent users of emergency medical services, hospitals and/or the criminal justice system. High-utilizers are identified by the county sponsored high-utilizer coordinating group.
- d. Homeless – from HUD Continuum of Care Definition [24 CFR 578.3]:** A homeless person or household is someone who is literally homeless, or fleeing or attempting to flee a domestic violence situation. These categories are further defined below.
 - 1. Category 1, Literally Homeless: Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - a. Has a primary nighttime residence that is a public or private place not meant for human habitation;
 - b. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
 - c. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

2. Category 4, Fleeing or Attempting to Flee a Domestic Violence Situation: Any individual or family who:
 - a. Is fleeing, or is attempting to flee, domestic violence;
 - b. Has no other residence; and
 - c. Lacks the resources or support networks to obtain other permanent housing.
- e. **Homeless Family.** One or more homeless adults over the age of 18, in combination with other adult or children family members, who cohabitate.
- f. **Homeless Older Adult.** A homeless person aged 55 or over. Programs serving this population may be eligible for specific funding sources and/or may develop programming specific to the needs of this age group.
- g. **Homeless Young Adult.** Homeless persons ages 18 through 24.
- h. **Homeless Youth.** Homeless persons under age 18.
- i. **Long-Term Homeless.** This term includes all people who have been homeless for long periods of time or repeatedly over long periods of time as evidenced by stays in the streets, emergency shelters, or other temporary settings, sometimes cycling between homelessness and hospitals, jails, or prisons. This definition intentionally includes a larger group of people than the HUD definition of chronically homeless, such as families, youth, partnered homeless people, and those who do not have a documented disability.
- j. **Person with a Disability - Social Security Definition.** A person who is determined to: 1) have a physical, mental or emotional impairment that is expected to be of continued and indefinite duration, substantially impedes his or her ability to live independently, and of such a nature that the ability could be improved by more suitable housing conditions; or 2) have a developmental disability, as defined in the Developmental Disabilities Assistance and Bill of Rights Act.
- k. **Person with Substance Use Issues.** A person who has problems resulting from a pattern of using substances such as alcohol and drugs. Problems can include a failure to fulfill major responsibilities and/or using substances in spite of physical, legal, social, and interpersonal problems and risks.
- l. **Person with a Mental Illness.** A person with a mental illness is someone who has a psychiatric disorder that results in a disruption in a person's thinking, feeling, moods, and ability to relate to others.
- m. **Veteran.** For projects receiving Veterans and Human Services Levy funds, a veteran is defined as:
 1. Persons who served on Active Duty, in the National Guard, or Reserve component of any branch of the armed forces of the United States, including the Coast Guard, and retired or

- separated from the military with a characterization of discharge of Honorable, General Under Honorable, Other Than Honorable, or Uncharacterized; or,
2. Persons who currently serve on Active Duty, not including National Guard or Reserve service members who have been activated for federal service; or
 3. Persons who currently serve in the National Guard or Reserve component of any branch of the armed forces of the United States, including the Coast Guard, and either
 - a. Has fulfilled the initial military service obligation, or
 - b. Was activated for federal service for purposes other than training.
 4. The family members of eligible veteran

Strategies and Service-Delivery Models

- a. **Assertive Community Treatment (ACT).** ACT is a service-delivery model that provides comprehensive, locally based treatment to people with serious and persistent mental illnesses. Unlike other community-based programs, ACT is not a linkage or brokerage case-management program that connects individuals to mental health, housing, or rehabilitation agencies or services. Rather, it provides highly individualized services directly to consumers. ACT recipients receive the multidisciplinary, round-the-clock staffing of a psychiatric unit, but within the comfort of their own home and community. For homeless clients, this can mean providing services on the streets or in shelters. To have the competencies and skills to meet a client's multiple treatment, rehabilitation, and support needs, ACT team members are trained in the areas of psychiatry, social work, nursing, substance use, and vocational rehabilitation. (This definition is excerpted from the National Alliance for the Mentally Ill, www.nami.org).
- b. **Behavioral Health Organization (BHO):** The BHO shall be responsible for policy direction and the financial management of the publicly funded behavioral health system in King County. The BHO shall oversee publicly funded inpatient and outpatient mental health, substance use, and co-occurring disorder treatment for eligible individuals and shall manage the King County Behavioral Health Plan (KCBHP) for King County under contract with the State of Washington Department of Social and Health Services. The KC BHO shall carefully define the benefits and limits of the behavioral health system.
- c. **Critical Time Intervention (CTI):** Critical Time Intervention (CTI) is a cost-effective, evidence-based practice designed to prevent recurrent homelessness, recidivism, and other adverse outcomes during the period following placement into the community from shelters, hospitals and other institutions. This time-limited intervention is delivered in three phases, each usually lasting three months. Each phase decreases in service intensity and results with the intervention ensuring the participant is linked to the appropriate community services to ensure housing and life stability.

- d. **Diversion.** A flexible short-term intervention that assists homeless households with innovative solutions to overcome their housing crisis and avoid entering the shelter system whenever possible, moving families quickly from the streets to housing.
- e. **Familiar Faces Strategy.** This strategy promotes system coordination for individuals who are high utilizers of jail (defined as having been booked four or more times in a twelve-month period) and who experience a mental health and/or substance use condition.
- f. **Graduation or Move-up.** Graduation or Move-Up refers to a strategy where households of permanent supportive housing with 24/7 front desk support with intensive services, who no longer need high-intensity services of their existing building, and who want greater independence, are given the option (and often assistance) to move into permanent affordable housing with less service supports. These households will be supported throughout the shift to new housing and provided services on an as needed basis. Graduation units facilitate the movement to less service-intensive housing thereby freeing up a new permanent supportive housing unit for a new homeless household with intensive support needs. This strategy may also be used to transition households who are accessing permanent housing with supports to housing that has minimal to no services attached.
- g. **Harm Reduction.** Harm reduction is a set of practical strategies that reduce the negative consequences associated with drug use, including safer use, managed use, and non-punitive abstinence. These strategies meet drug users "where they're at," addressing conditions and motivations of drug use along with the use itself. Harm reduction acknowledges an individual's ability to take responsibility for their own behavior. This approach fosters an environment where individuals can openly discuss substance use without fear of judgment or reprisal, and does not condone or condemn drug use. Staff working in a harm reduction setting work in partnership with tenants, and are expected to respond directly to unacceptable behaviors, whether or not the behaviors are related to substance use. The harm reduction model has also been successfully broadened to reducing harms related to health and wellness as well as many other issues.
- h. **Targeted Prevention.** Utilizes targeted assessment based on a variety of household risk factors to prioritize households at imminent risk of homelessness in order to retain and improve housing stability. Services are time-limited (typically less than 90 days) and may include rent (or other housing related financial) assistance, housing-focused stabilization services, and other needed supports.

At Imminent Risk of Homelessness: from HUD Continuum of Care Definition

[24 CFR 578.3]:

Category 2, Imminently at Risk of Homelessness: Individual or family who will imminently lose their primary nighttime residence, provided that:

- a. Residence will be lost within 14 days of the date of application for homeless assistance;
 - b. No subsequent residence has been identified; and
 - c. The individual or family lacks the resources or support networks needed to obtain other permanent housing.
- i. **Housing First.** Housing first is a homeless system orientation designed to return homeless people to housing as quickly as possible without a “housing readiness” test, or other conditions to entering housing. Programs in a housing first homeless system empower homeless people to overcome barriers to obtaining permanent housing. Support services are voluntary, but can and should be used to persistently engage tenants to ensure housing stability. A housing first system does not require that households spend time in a shelter or graduate from a transitional housing program in order to receive permanent supportive housing, although many households will enter housing from a shelter. In order to achieve a housing first system orientation, homeless housing units in the system must reduce screening barriers and screen in homeless households, many of whom may have barriers that traditionally make it more difficult for them to rent in the private market.
- j. **Medicaid Permanent Supportive Housing Services Benefit.** A benefit currently being sought in Washington state through a federal waiver to allow supportive housing services (i.e., tenancy supports and housing case management) to be covered through Medicaid for eligible participants in permanent supportive housing. Once available, Medicaid-licensed and certified agencies may qualify to leverage the benefit.
- k. **Progressive Engagement.** A service delivery approach and homeless system orientation that entails: individualized services that are responsive to the needs of each household; an initial assessment and services address the immediate housing crisis with the minimal services needed; frequent re-assessment determines the need for additional services; services that are voluntary and build on the strengths and resources of each household; households exited to permanent housing as soon as possible; and the ability to access assistance if a household faces homelessness again.
- l. **Recovery-Based Services.** Recovery-based services in supportive housing emphasize the strengths of a person to recover and discover opportunities to increase household income and financial stability. Recovery services also assist a person/household to establish supports and to make the move out of supportive housing when they are ready.
- m. **Voluntary Services.** Flexible services designed primarily to help tenants maintain housing. Voluntary services are those that are available to but not demanded of tenants (one’s housing is not dependent on participation in services), such as service coordination/case management, physical and mental health, substance use management and recovery support, job training, literacy and education, youth and children's programs, and money management. While services

are not a condition of tenancy, providers may employ motivational interviewing and other techniques to engage clients in services.

Coordinated Entry for All Coordinated Entry for All and System Access

Coordinated Entry for All Coordinated Entry for All (CEA) is a system to ensure that all people experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, and connected to housing and homeless assistance based on their strengths and needs. It will use standardized tools and practices, incorporate a system-wide housing first approach, and coordinate assistance so that those with the most severe service needs are prioritized. This approach has been adopted locally, and is guided HUD's Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act

- a. **Decentralized Assessment Model.** Seattle-King County has selected a decentralized model for Coordinated Entry for All which means that there are multiple ways to access the CEA Housing Triage Tool such as walk-in, street outreach, scheduled appointments, institutions, and events. A diverse range of staff are trained to administer the tool, known as Housing Assessors.
- b. **Regional Access Points.** Often referred to as HUBs, Regional Access Points are designated access centers throughout King County where individuals and families that are experiencing homelessness can complete a CEA Housing Triage Tool by walk-in or scheduling an appointment. Regional Access Points provide a clear location to direct people to that are in need of homeless housing resources.
- c. **Housing Assessors.** Housing Assessors are staff from the Regional Access Points, and also selected community based organizations or programs. All Housing Assessors are the initial contact for CEA, administer the CEA Housing Triage Tool with individuals in need of housing, and enter assessment data in HMIS.
- d. **Housing Navigators.** Housing Navigators are designated staff from community agencies and assist in navigating the process of securing housing from housing referral to "lease up". Navigation duties include assisting in documentation gathering, transportation needs and addressing any challenges that may arise in the housing process at the time of referral.
- e. **CEA Housing Triage Tool.** In a coordinated system, each system entry point ("front door") uses a standardized assessment tool and makes decisions on which programs individuals and families experiencing homelessness are referred to, based on an understanding of each program's specific requirements, target population, and available beds and services. The Seattle / King County CoC will use the VI-SPDAT with a limited number of additional questions as the CEA Housing Triage Tool.
- f. **Prioritization based on a Banding Order.** King County will implement prioritization using a 'Banding Order' approach with the use of the CEA Triage Tool (VI-SPDAT). Using Banding Order, individuals' CEA Triage Tool scores are associated with a band of housing resources ("High", "Medium", or "Low"). Individuals are then prioritized for housing referrals based on their CEA Triage Tool score within a particular band. If multiple resources identified for individuals in the band are available, individuals are given options within their choices in the band.

CEA Band	TAY-SPDAT and VI-SPDAT	Vi-SPDAT Families	Intervention
High (3)	8+	9+	Permanent Supportive Housing
			Transitional Housing with case management and access to behavioral health supports. <i>For YYA only this includes access to 24/7 staff</i>
			Other Permanent Housing with case management and access to behavioral health.
Medium (2)	4 to 7	4 to 8	Rapid Rehousing
			Transitional Housing with case management and no direct access to behavioral health supports.
			Permanent Affordable Housing without case management.
Low (No)	0 to 3	0 to 3	Diversion no housing intervention.